

**Morris Area Public Library District**  
**Adult Library Account Application**

**Identifying Information**

Full Name: \_\_\_\_\_ Birth Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Last, First Middle

Address: \_\_\_\_\_  
Street Address Apartment/Unit  
\_\_\_\_\_  
City IL Zip Code

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Choose to be notified of holds & overdue materials by (please select one): **automated phone call** -OR- **email**

Email addresses will not be shared with a third party.

If you have selected **phone** for your notification preference, please add 888-542-7259 to your contact list and label it "Library Notification" or something similar, so the calls will not be blocked by anti-spam software.

If you have selected **email** for your notifications, please add mrbbill@prairiecat.info to your contacts list and label it "Library Notification" or something similar so that the notifications are not blocked by anti-spam software.

To set up **additional text notifications**, go to <https://www.prairiecat.info/library/2012> and click on "My Account". Log in. Click "Edit Account". Verify your info, and click the box beside "Opt In".

**Statement of Responsibility**

I certify that the information on this form is correct. I agree by the rules and regulations of the Morris Area Public Library and accept full responsibility for all materials checked out on this card (including fines and damages charged). I will give notice of any change in my information or the loss of my card. I understand that the library card is non-transferable and I will not loan it to anyone.

I understand it is my responsibility to check my patron account and that the Morris Area Public Library cannot be held responsible for notices that do not reach my address via mail or email.

\_\_\_\_\_  
Patron Signature Date

**Confidentiality of Library Records**

Library records are for the sole purpose of protecting public property and are not to be used directly or indirectly to identify the types of materials used by individual library patrons. No individual's records will be released to any person or agency except pursuant to a court order or if a patron has signed and agreed to the "Second-party Hold Authorization Pick-up Form", allowing for a third party to pick up available holds on their behalf.

**Staff Use Only**

Barcode Issued: 29957 \_\_\_\_\_ Expiration Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

What 2 forms of address verification were provided? \_\_\_\_\_

Staff Initials: \_\_\_\_\_

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**Second-party Hold/ILL Authorization Pick-up**

Name: \_\_\_\_\_

I authorize the following person(s) to use my library card to pick-up holds/ILLs on my behalf.

1. _____	Relationship: _____
2. _____	Relationship: _____
3. _____	Relationship: _____
4. _____	Relationship: _____

—or— I am the sole authorized user of my library account { ☐ } (check if yes)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Second-party Authorization of Holds Pick-up-** The Morris Area Public Library abides by the Library Records Confidentiality Act, 75 ILCS 70/1, which provides that registration and circulation records are confidential. This includes all materials checked out, placed on hold and interlibrary loaned. However, due to personal convenience, the Morris Area Public Library will allow patrons to submit written consent for second-party authorization to pick-up and check out materials reserved on their behalf. The written authorization will be noted on the patron's record. Second-party authorization must present the library card of the patron for whom the materials are reserved and/or a photo ID to verify their identity.